

4. Licensing And Permitting

Consult the City's Zoning Officer to find out if the location where you want to start your business is properly zoned:

City of Lowell Development Services

Code Enforcement

City Hall

375 Merrimack St, 2nd floor

(978) 674-4145

M-F, 8:00 AM -5:00 PM

If your business will be located within Downtown Lowell Historic District or any other historic district within the City, you'll need to seek special permission from the [Lowell Historic Board \(LHB\)](#). The Lowell Historic Board is the City's historic preservation agency. LHB's top responsibilities include the design review, permitting, and enforcement within the Lowell Historic District and nine additional neighborhood districts. Not sure if you're in one of the Lowell Historic Board's Review Districts? You can look the address up in this [alphabetical street listing](#) to determine if your property is located within one of the review districts. However, it is recommended that you consult the Historic Boards's staff to determine if the work that you're contemplating requires Historic Board review. The Historic Board and its staff are always available to assist with any questions regarding design and process in the districts. For more information:

Lowell Historic Board

Historic Board Administrator

City Hall

375 Merrimack St, 2nd floor

(978) 674-1443

Office Hours:

M-F, 8:00 AM- 5:00 PM

Per the Massachusetts State Building Code, a **Building Permit** is required for work ranging from new construction, remodeling, repair and additions to any residential or commercial structure; or to change the use of occupancy of a building or structure. Applications can be obtained at the Development Services Division, 2nd Floor of City Hall, or [online](#). Completed, original applications must be submitted in person or by mail. If the project involves electric wiring, plumbing and/or gas work, separate permits must be applied for by licensed electricians or plumbers. Plumbing and gas permits can be obtained at the Development Services Division, 2nd Floor of City Hall, or [online](#). For more information:

Department of Planning & Development/ Development Services Division

375 Merrimack St, 2nd floor

Lowell, MA 01852

(978) 674-4144

M-F, 8:00 AM -5:00 PM

If you plan on installing a sign (wall, projecting, freestanding, window or canopy) you'll need to apply for a permit with the Development Services Division or the [Lowell Historic Board](#) if your building is located within an historic district or is a registered historic structure. Not sure if you're in one of the Lowell Historic Board's Review Districts? You can look the address up in this [alphabetical street listing](#) to determine if your property is located within one of the review districts. However, it is recommended that you consult the Historic Boards's staff during the sign's design phase. The Historic Board and its staff are always available to assist with any questions regarding sign's design and process in the districts. The Historic Board can also provide you with a list of sign makers in the area who are familiar with the HB's review process. For more information contact the Lowell Historic Board.

Also, certain proposed repairs or modifications to existing signs may require a permit in order to comply with the Lowell's Sign Code. For more information contact the **Department of Planning & Development/ Development Services Division**

For all buildings and that have been newly constructed, that have been altered, or have changed its use, the building cannot be occupied without a **Certificate of Occupancy** being issued by the Development Services Division. A certificate of Occupancy is issued by a City's Building Inspector after a final inspection as part of the building's permitting process.

****FOR SPECIFIC LICENSES BY TYPE OF BUSINESS GO BACK TO MAIN PAGE
AND SELECT YOUR SPECIFIC TYPE OF BUSINESS ****

**If your type of business is not listed, please contact the Economic Development
Office for further Assistance (978) 674-4252**